

## **Standard Operating Procedure (SOP) to deal with emergency arising due to straying Of wild animals in Human Dominated Landscapes of West Bengal.**

1. **Subject** : Dealing with emergency arising due to straying of wild animals in human dominated landscapes.
2. **Purpose** : To ensure that straying wild animals are handled in the most appropriate manner to avoid casualty / injury to human being, wild animals and property.
3. **Short summary** : This Standard Operating Procedure (SOP) provides the basic, minimum steps, which are required to be taken at the field level for dealing with incidents of wild animals straying in human dominated landscapes.
4. **Scope** : The SOP applies to all forest field formations including tiger reserves besides other areas where such incidents occur in West Bengal.
5. **Responsibilities** : The Field Director would be responsible in the case of a tiger reserve / fringe areas. For a Protected Area (National Park / Wildlife sanctuary), the concerned Protected Area Manager would be responsible. In the case of territorial Divisions or other areas (revenue land/conservation reserve/ community reserve /village/township) the Wildlife Warden, as per the Wildlife (Protection) act,1972, or Divisional Forest Officer/ Deputy Conservator of Forests (under whose jurisdiction the area falls), would be responsible. The overall responsibility at the state level would rest with the Chief Wildlife Warden, West Bengal
6. **Suggested field actions to deal with strayed wild animals** :
  - A. The DFO/Dy. FD / DM in whose territorial jurisdiction the incident of straying takes place shall forthwith by means of SMS communicate the detailed information including as much as available details of animal/location of straying/injury to humans or animal/present situation/action initiated to the Hon'ble MIC, Forest Department, Principal Secretary/Addl Chief Secretary, Forests Department/ PCCF (HoFF) / PCCF (Wildlife) and Chief Wildlife Warden/ MD (in case of WBFDC areas)/ Addl PCCF (WL), Addl PCCF(NB) in case of North Bengal, CCF Wildlife(North) in case of North Bengal and the concerned CCF/FD/GM/CF. The concerned reporting officer shall also inform what actions he/she has initiated. The DFO/DFD/DMs will constantly update the incumbent officers mobile numbers
  - B. Proactively involve District Collector / DM and SSP / SP of the area to maintain law and order in the area, besides avoiding crowding by local mobs. Acquaint them with human-wildlife conflict issues and guidelines of the NTCA and other authorities to deal with the situation.
  - C. The concerned reporting officer shall also inform the MLA, State Wildlife Advisory Board member of from the area, Honorary Wildlife Warden of the area, Local Panchayat Pradhan, Panchayat Member or others important persons of the area who he/she feels can be of any help in dealing with wild animal straying incidence.
  - D. In all instances of wild animals like tiger / leopard/elephant/gaur/rhino/ black bear straying into a human

dominated landscape, the district authorities need to ensure law and order by imposing section 144 of the Cr. Pc. This is essential to avoid agitation / excited local people surrounding the animal spot which hampers capture/rescue/driving operation, leading to serious injuries on people and staff. Besides the darting drugs used are highly potential and any misfire is likely to lead to human casualties. It is also necessary that police, local administration and Panchayat functionaries be involved at an early stage. Effective coordination with them is critical to control mobs which as has been seen in several instances, worsen the situation and lead to avoidable fatalities / tragedies.

- E. Take help of the district level officials to alert the villages in the vicinity of the area having the spatial presence of the strayed animal
- F. Every Field Director/DFO/DFD/Div. Manager should identify nearest location of at least two captive elephants to assist in the operations as & when required and if elephants are available. He shall keep the contact details of the concerned DFO/ADFO/Range Officer for immediate requisitioning. The concerned officer shall take forthwith-necessary action to transport the Captive Elephants without loss of time.
- G. If successive efforts of trapping /rescue/driving fail, chemical immobilization of the strayed animal should be done by an expert team to be constituted and readily available at each Division level. For this purpose at every Division level, a Rapid Response Team (RRT) shall be constituted comprising of essentially two darting experts, at least 4 forest guards/BS/DL /2 Beat Officers/ 1 Range Officer. Forest Department Veterinary Officer or a local veterinary officer shall be requisitioned to be on the team. On case-to-case basis the Range Officer shall engage DL for the operation. This RRT shall be under overall supervision of ADFO/DFO. The following equipment/materials shall be procured and kept ready with the team
  - I. One field-touring vehicle with Public Address System and RT shall be exclusively earmarked for this purpose by the DFO.
  - II. Tranquilization kit with drugs for chemical immobilization shall be kept ready and should be periodically inspected by DFO for availability/expiry of drugs & condition of equipment's
  - III. Taser gun/stun gun for instant immobilization of the animal.
  - IV. Minimum four Walkie-Talkies (fully charged and additional batteries) & four search lights
  - V. One GPS sets.
  - VI. Portable Generator Set with extension Chords and LED/CFL lights.
  - VII. Mobile set camera to be operated by a designated staff for

official photography.

- VIII. Trap cage – 2 with cage cover preferably a dark coloured thick cloth
- IX. Hand held public address system (PAS)
- X. Ropes of different thickness and nets with pegs. Flat nylon ropes may also be procured.
- XI. Sufficient quantity of Nylon Net,
- XII. Portable hides which can be set up first to be used for persons with tranquilizers
- XIII. List of suppliers with contact numbers of suppliers of telescopic cranes/trucks/tractors/mini-trucks
- XIV. Jute bags and a small water tank with sprayer for cooling the immobilized animal
- XV. Blind fold for the immobilized animal
- XVI. Crackers and DBBL guns in working condition
- XVII. First Aid Kits
- XVIII. Protective Gear and Tiger Guards.
- XIX. Portable preferably detachable and strong ramp  
(SOP for Chemical Immobilization is annexed)

7. **Elimination of Wild animal under exceptional circumstances.** : Under exceptional circumstances to be justified by Wildlife Warden of the Area and duly endorsed by Dy. Chief Wildlife Warden and Additional Chief Wildlife Warden of the Area having jurisdiction, a strayed animal should be eliminated by invoking the Wildlife (Protection) act, 1972, if it is found to be dangerous to human life and property with prior permission of Principal Chief Conservator of Forests & Chief Wildlife Warden, West Bengal.
8. **Media management** : An authorized spokesperson of the Forest department, should periodically update the media (if required) to prevent dissemination of distorted information relating to the operation / incidents. Sensational or distorted information can lead to further damage/embarrassment.
9. **Rehabilitation of rescued wild animal** : The Chief Wildlife Warden will take the final decision on whether the capture/rescued animal has to be released back in the wild or transferred to a zoo/rescue center.
10. **Monitoring of released wild animal** : In the event of release in the wild, the animal needs to be monitored for some days either by direct sighting and/or indirectly by signs of its presence/information from locals until it has satisfactorily recovered and adjusted.

This SOP is to be followed in the State of West Bengal by all dealing in wildlife management i.e. Addl. Chief Wildlife Wardens, Dy. Chief Wildlife Wardens and Wildlife Wardens within their respective jurisdiction.



Principal Chief Conservator of Forests &  
Chief Wildlife Warden, West Bengal.

Copy Forwarded for information and necessary action to:

1. PS to Minister In Charge, Department of Forests, Government of West Bengal.
2. Principal Secretary, Department of Forest, Government of West Bengal.
3. Principal Chief Conservator of Forests, Head of Forest Force, West Bengal.
4. Principal Chief Conservator of Forests, General, West Bengal.
5. All Addl. CWLW, West Bengal, Dy. CWLW, West Bengal, Wildlife Wardens, West Bengal.

All Wildlife Wardens are requested to provide a copy to all the ADFO's/ AWLW, Range Officers and Beat Officers within their jurisdiction.

6. CF, Wildlife (Hq.) with a request to upload the SOP in website of Wildlife Wing.



Principal Chief Conservator of Forests &  
Chief Wildlife Warden, West Bengal.


## **STANDARD OPERATING PROCEDURE TO DEAL WITH CARCASS OF MAJOR WILD ANIMAL IN WEST BENGAL.**

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1. Subject : Dealing with the carcass of major wild animal.
2. Purpose : To investigate the site, recover the carcass, conduct postmortem and subsequent disposal of the carcass.
3. Scope : The SOP applies to all forest field formations including tiger reserves besides other areas where such incidents occur.
4. Responsibilities : The Field Director would be responsible in the case of a Tiger Reserve / fringe areas. For a Protected Area (National Park / Wildlife sanctuary), the concerned Protected Area Manager would be responsible. In the case of other areas (revenue land/conservation reserve/ community reserve /village/township) the Wildlife Warden, as per the Wildlife (Protection) act, 1972, or Divisional Forest Officer/ Deputy Conservator of Forests (under whose jurisdiction the area falls), would be responsible.
5. Suggested field actions to deal with carcass wild animals :
  - i. The DFO/Dy. FD/ Divisional Manager (DM) in whose territorial jurisdiction the incident takes place shall forthwith by means of SMS communicate the available information received from the field including as much as available details of the animal (app. age/sex/injury/missing body part if any/ apparently natural or unnatural) location /action initiated to Principal Secretary/Addl Chief Secretary, FD/ PCCF (HoFF) /PCCF(Wildlife), Addl PCCF(WL), MD (in case of WBFDC areas), Addl PCCF(NB) in case of North Bengal, CCF Wildlife(North) in case of North Bengal and the concerned CCF/CF/FD/GM (in case of WBFDC areas)/ CF. The DFO/DFD/DMs will constantly update the incumbent officers mobile numbers.
  - ii. The field staff should cordon off the area surrounding the carcass for inspection by the officers / veterinarians. Staff shall observe the area surrounding the carcass for any clues and record the same.
  - iii. The DFO / ADFO shall visit the field and send a detailed SMS as (i) above. DFO shall send a preliminary report preferably within 24 days to the CWLW on the incident.
  - iv. The Department Veterinary Officer or the local Veterinary Officer should be immediately informed and should be taken to site. As per the suitability and advise of the Veterinary Officer the carcass should be subjected to the PM either at the site or at a suitable location. The Veterinary Officer shall completely record the PM report and submit. Necessary samples shall be collected by the Veterinary Officer for further forensic tests. In case of suspected firing incidents, the local Range Officer shall visit the site where carcass was burnt to search for metallic objects/bullets with help of metal detector. For all the schedule I and Schedule II wild animals complete videography of PM, site and others details of carcass shall be recorded and preserved.
  - v. The tusks/horns recovered from the carcass should be measured & weighed and kept in custody of the concerned Range Officer with proper documentation in the trophy register.

- vi. As a rule, the disposal of the carcass shall be done by burning under supervision of the local range staff in all cases. But in case of Tiger, Leopard, Elephant, Rhino and Asiatic Black Bear the presence of DFO is mandatory but in exceptional circumstances when Divisional Forest Officer concerned is having other pressing engagements to be justified and ratified by immediate superior, one ADFO rank officer may supervise and certify the carcass disposal. In case it is not possible to burn and carcass needs to be disposed of otherwise, it shall essentially be either as per advises of the veterinary officer and with the prior approval of the Chief Wildlife Warden. The complete burning should be part of videography.
- vii. The Local Range Officer shall be responsible for organizing the materials, equipment's and transportation required for the Post Mortem including deep search metal detector, Phenyl, containers/slides/stickers/markers required for collection of samples, firewood, old tyres, crane if required, disposable gloves, apron, mask, tape, notebook, kerosene/burnt Mobil, salt & lime etc.
- viii. The DFO shall ensure the complete documentation of the incident including the sketch of place of occurrence, GPS co-ordinates of the area etc.
- ix. In the event of natural death it shall suffice to file a GD entry in the local PS. However, in case of suspected poaching a detailed FIR shall be drawn up and registered with the local PS as well as a POR case shall be registered in the Range having jurisdiction.
- x. The Range Officer shall take steps to give publicity of the incident in the local area and involve public representatives in ascertaining the identity of the suspect.
- xi. DFO shall submit a detailed report as per the standard format.

This SOP is to be followed in the State of West Bengal by all dealing in wildlife management i.e. Addl. Chief Wildlife Wardens, Dy. Chief Wildlife Wardens and Wildlife Wardens within their respective jurisdiction.

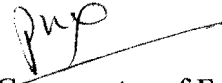
  
Principal Chief Conservator of Forests &  
Chief Wildlife Warden, West Bengal.

No. 2013/WL/2W-769/2016.

Dated: 15/04/2016

Copy Forwarded for information and necessary action to:

1. PS to Minister In Charge, Department of Forests, Government of West Bengal.
2. Principal Secretary, Department of Forest, Government of West Bengal.
3. Principal Chief Conservator of Forests, Head of Forest Force, West Bengal.
4. Principal Chief Conservator of Forests, General, West Bengal.
5. All Addl. CWLW, West Bengal, Dy. CWLW, West Bengal, Wildlife Wardens, West Bengal.  
All Wildlife Wardens are requested to provide a copy to all the ADFO's/ AWLW, Range Officers and Beat Officers within their jurisdiction.
6. CF, Wildlife (Hq.) with a request to upload the SOP in website of Wildlife Wing.



Principal Chief Conservator of Forests &  
Chief Wildlife Warden, West Bengal.





Govt. of West Bengal  
Directorate of Forests  
Office of the Principal Chief Conservator of Forests, Wildlife  
& Chief Wildlife Warden, West Bengal.  
Bikash Bhavan, North Block, Third Floor, Saltlake City, Kolkata-700 091.  
Tel.No.2334-6900/2358-3208, Fax.91-033-23345946  
Website - [www.wildbengal.com](http://www.wildbengal.com) , e-mail: [wbwildlife@gmail.com](mailto:wbwildlife@gmail.com)

No.: 5232(47)/WL/2W-769/2016

Dated: 16.11.2016

To

- 1) The Addl. Principal Chief Conservator of Forests & Director, SBR & Addl. CWLW.
- 2) The Additional Principal Chief Conservator of Forests, Wildlife & Addl. CWLW.
- 3) The Additional Principal Chief Conservator of Forests, North Bengal & Ex-Officio Addl. CWLW.
- 4) The Chief Conservator of Forests, Wildlife (North) & Deputy CWLW.
- 5) The Chief Conservator of Forests, Central Circle & Deputy CWLW.
- 6) The Chief Conservator of Forests, Western Circle & Deputy CWLW.
- 7) The Chief Conservator of Forests, South-East Circle & Deputy CWLW.
- 8) The Chief Conservator of Forests, South-West & Deputy CWLW.
- 9) The Chief Conservator of Forests, Northern Circle & Deputy CWLW.
- 10) The Chief Conservator of Forests, Hill Circle & Deputy CWLW.
- 11) The Chief Conservator of Forests, Conservation & Extension & Deputy CWLW.
- 12) The Chief Conservator of Forests & Field Director & Deputy CWLW, Buxa Tiger Reserve.
- 13) The Chief Conservator of Forests & Field Director & Dy. CWLW, Sundarban Tiger Reserve.
- 14) The Joint Director, Sundarban Biosphere Reserve & Deputy CWLW.
- 15) The Conservator of Forests, Wildlife (North) Circle & Deputy CWLW,
- 16) The Conservator of Forests, Wildlife (Headquarters) & Deputy CWLW.
- 17) The Conservator of Forests, North-West Circle & Deputy CWLW.
- 18) The Deputy Field Director, Buxa Tiger Reserve (East) Division & Wildlife Warden.
- 19) The Deputy Field Director, Buxa Tiger Reserve (West) Division & Wildlife Warden.
- 20) The Deputy Field Director, Sundarban Tiger Reserve & Wildlife Warden.
- 21) The Deputy Conservator of Forests, Wildlife (Headquarters) & Wildlife Warden.
- 22) The Divisional Forests Officer, Darjeeling Wildlife Division & Wildlife Warden.
- 23) The Divisional Forests Officer, Gorumara Wildlife Division & Wildlife Warden.
- 24) The Divisional Forests Officer, Jaldapara Wildlife Division & Wildlife Warden.
- 25) The Divisional Forests Officer, 24 Parganas (South) Division & Wildlife Warden.
- 26) The Divisional Forests Officer, 24 Parganas (North) Division & Wildlife Warden.
- 27) The Divisional Forests Officer, Bankura (North) Division & Ex-officio Wildlife Warden.
- 28) The Divisional Forests Officer, Bankura (South) Division & Ex-officio Wildlife Warden.
- 29) The Divisional Forests Officer, Panchet Division & Ex-officio Wildlife Warden.
- 30) The Divisional Forests Officer, Medinipur Division & Ex-officio Wildlife Warden.
- 31) The Divisional Forests Officer, Purba Medinipur Division & Ex-officio Wildlife Warden.
- 32) The Divisional Forests Officer, Kharagpur Division & Ex-officio Wildlife Warden.
- 33) The Divisional Forests Officer, Jhargram Division & Ex-officio Wildlife Warden.
- 34) The Divisional Forests Officer, Rupnarayan Division & Ex-officio Wildlife Warden.
- 35) The Divisional Forests Officer, Birbhum Division & Ex-officio Wildlife Warden.
- 36) The Divisional Forests Officer, Burdwan Division & Ex-officio Wildlife Warden.
- 37) The Divisional Forests Officer, Durgapur Division & Ex-officio Wildlife Warden.
- 38) The Divisional Forests Officer, Nadia-Murshidabad Division & Ex-officio Wildlife Warden.
- 39) The Divisional Forests Officer, Purulia Division & Ex-officio Wildlife Warden.
- 40) The Divisional Forests Officer, Kangsabati (North) Division & Ex-officio Wildlife Warden.
- 41) The Divisional Forests Officer, Kangsabati (South) Division & Ex-officio Wildlife Warden.
- 42) The Divisional Forests Officer, Malda Division & Ex-officio Wildlife Warden.
- 43) The Divisional Forests Officer, Raiganj Division & Ex-officio Wildlife Warden.
- 44) The Divisional Forests Officer, Darjeeling Division & Ex-officio Wildlife Warden.
- 45) The Divisional Forests Officer, Kurseong Division & Ex-officio Wildlife Warden.
- 46) The Divisional Forests Officer, Jalpaiguri Division & Ex-officio Wildlife Warden.
- 47) The Divisional Forests Officer, Cooch Behar Division & Ex-officio Wildlife Warden.

Sub: SOP (Standard Operating Procedure) to deal with human casualty/ human injury caused by wild animals.

Contd. ... P 2



Please find enclosed herewith a SOP to deal with human casualty/ human injury caused by wild animals for your information and taking necessary action.

Enclosure: As stated above.

**Sd/- Dr. P. Vyas, IFS**

(Pradeep Vyas)  
Principal Chief Conservator of Forests, Wildlife  
& Chief Wildlife Warden, West Bengal

No.: 5233(4)/WL/2W-769/2016

Dated: 16.11.2016

Copy forwarded for information to:

- 1) The P. S. to Hon'ble Minister-in-Charge, Department of Forests, Govt. of West Bengal.
- 2) The Principal Secretary, Department of Forests, Govt. of West Bengal.
- 3) The Principal Chief Conservator of Forests & Head of Forest Force, West Bengal.
- 4) The Principal Chief Conservator of Forests, General, West Bengal.

**Sd/- Dr. P. Vyas, IFS**

(Pradeep Vyas)  
Principal Chief Conservator of Forests, Wildlife  
& Chief Wildlife Warden, West Bengal

No.: 5234/WL/2W-769/2016

Dated: 16.11.2016

Copy forwarded for information to the Managing Director, West Bengal Forest Development Corporation Limited.



(Pradeep Vyas)  
Principal Chief Conservator of Forests, Wildlife  
& Chief Wildlife Warden, West Bengal

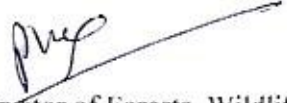
## **Standard Operating Procedure to Deal with Human Casualty / Human Injury Caused by Wild Animal.**

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1. **Subject:** Dealing with the human casualty / Human injury caused by wild animal within the State of West Bengal.
2. **Purpose:** To investigate the site of human death / human injury by wild animal, helping police to recover the body of the victim identifying the animal involved and to provide relief to victim/ victims' dependent in accordance with government rules.
3. **Scope:** The SOP applies to all forest field formations, protected areas including tiger reserves besides other areas where such incidents occur within the State of West Bengal.
4. **Responsibilities:** The concerned Deputy Field Director would be responsible in the case of a tiger reserve / fringe areas. For a protected area (National Park / Wildlife Sanctuary), the concerned protected area manager would be responsible. In the case of other areas (revenue land / conservation reserve / community reserve / Tea Gardens / village / township etc.) the Wildlife Warden, as per the Wildlife (Protection) Act, 1972, or Divisional Forest Officer / Deputy Conservator of Forests (under whose territorial or overlapping, jurisdiction the area falls), would be responsible.
5. **Suggested field actions to deal with cases of human casualty by wild animal**
  - a. The DFO / Dy. FD / Divisional Manager in whose territorial / overlapping jurisdiction the incident takes place shall forthwith by means of SMS communicate the available information received from the field including as much as available details of the victim (name, sex, age, address, location of incidence, time of incidence, name of wild animal responsible, field situation, action initiated to the PCCF, Wildlife and Chief Wildlife Warden, West Bengal with copy to Hon'ble MIC, Forest Department, Addl. Chief Secretary / Principal Secretary, Forest Department / PCCF (HoFF) / Addl PCCF (WL), Managing Director, WBFDC (in case of WBFDC areas), Addl PCCF (NB) in case of North Bengal incidence, CCF, Wildlife (North) in case of North Bengal and the concerned CCF / FD / GM (in case of WBFDC areas) / CFs. The DFO / DFD / DMs will constantly update the incumbent officers mobile numbers and message shall be with in the format of "To" and "CC" so that all the recipients are aware of message circulation.
  - b. Range Officer having jurisdiction must inform the matter to local Police station, local Gram Panchayat member as well as to the JFMC leaders, if required.
  - c. A GD entry in the local PS is to be made.
  - d. The field staff must reach to the spot as early as possible with or without police personnel from local Police station and should cordon off the area surrounding the victim for inspection by field staff. Staff shall observe the area surrounding the body of the victim for any clues including measurement of footprint / pugmarks and other details for the identification of the animal involved for the record of the same.
  - e. Staff should facilitate recovering the body of the victim by Police or by dependents for necessary post mortem and other mandatory procedures.



- f. The injured person / persons with or without valid permission inside the forest or outside the forest must be provided immediate medical treatment in the nearest hospital preferably government hospital.
- g. A partial ex-gratia amount in accordance with the GO Number 1547-For, dated 13/06/2016 should be paid to the nearest legal heir of the deceased in presence of local public representative mentioning relation with the deceased in the payment voucher along with signature of local public representative and any prominent person of the locality as witnesses for such payment. *The entitlement for ex gratia would be as follows:*
- i) *Anyone injured/killed outside designated Forest Area including Tea Estates.*
  - ii) *Anyone injured/killed within designated Forest Area provided the person (s) were engaged for forestry work by Forest Beat/Range Officer.*
  - iii) *Any JFMC member/Forest Villager who goes to designated forest on proper authorization by Forest Beat/Range Officer.*
  - iv) *Any research scholar and/or his/her aide who were in forest for reaserch study duly approved by PCCF & HOFF or officer authorized by him for non Protected Areas or for reaserch study duly approved by CWLW for Protected Areas*
- h. DFO / DFD / DMs will send the bill along with an office order for release of the balance amount of ex-gratia on receipt of requisite reports i.e. Range Officers inspection report, local Panchayat certificate confirming the death by wild animal, application of the legal heir for such payment with local MLA's recommendation, legal heir certificate, photocopy of Bank Account Pass Book / Cancelled Cheque, etc.
- i. The DFO shall ensure the complete documentation of the incident including the sketch of place of occurrence, GPS co-ordinates of the area, measurement of foot print (in case of elephant), brief description of the incidence, behaviour of wild animal especially solitary elephants and other details of the animal involved etc.
- j. DFO shall submit a detailed report within 7 days of the incidence as per "Format B" attached with Principal Chief Conservator of Forests, Wildlife & Chief Wildlife Warden, West Bengal's memo No. 1277/WL/2W-764/2016, dated 09.03.2016.
- k. The details of solitary elephant related incidence should be entered in "Dossier of Solitary Elephant".
- l. Concerned DFO / DFD / DM will take appropriate action to prevent recurrence of the incidence in the area and to quell the fear among people.
- m. Concerned officers shall take all other actions as deemed fit to ensure that the incidence remains peaceful.

  
Principal Chief Conservator of Forests, Wildlife  
& Chief Wildlife Warden, West Bengal